

*DDA subject***ROUTING AND RECORD SHEET****SUBJECT:** (Optional)Luncheon Briefings for the Brookings Institution's Public Policy
Conference for Corporate Executives on Understanding Federal
Government Operations, 1986/87**FROM:**Henry P. Mahoney
Associate Deputy Director for
Administration**EXTENSION****NO.**

DDA 86-1381

DATE

12 August 1986

TO: (Officer designation, room number, and
building)**DATE**

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to whom. Draw a line across column after each comment.)1. D/OC
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DDA 86-1381
12 August 1986

MEMORANDUM FOR: Director of Communications
Director of Finance
Director of Information Services
Director of Information Technology
Director of Logistics
Director of Medical Services
Director of Personnel
Director of Security
Director of Training and Education

FROM: Henry P. Mahoney
Associate Deputy Director for Administration

SUBJECT: Luncheon Briefings for the Brookings Institution's
Public Policy Conferences for Corporate Executives on
Understanding Federal Government Operations, 1986/87

Attached herewith is a copy of a memorandum sent to key Agency officials requesting their participation in subject luncheon briefings. In keeping with our expected participation in these activities, please nominate three middle-to senior-level officers (GS-13 to SIS-4) from your Office who will serve as luncheon table hosts and as discussants during the briefings. Please forward the officers' titles, mailing addresses, and extensions to the DDA Management Staff by close of business 25 August for consolidation and transmittal to the OTE Special Programs Officer.

Henry P. Mahoney

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Attachment

ORIG:ADDA:Henry P. Mahoney:jal:11 Aug 1986

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12 AUG 1986

MEMORANDUM FOR: Executive Director
Deputy Director for Intelligence
Deputy Director for Operations
Deputy Director for Science and Technology
Acting Chairman, National Intelligence Council
Comptroller
General Counsel
Inspector General
Director, Office of Congressional Affairs
Director, Public Affairs Office

FROM: William F. Donnelly
Deputy Director for Administration

SUBJECT: Luncheon Briefings for The Brookings Institution
Public Policy Conferences for Corporate
Executives on Understanding Federal Government
Operations, 1986 - 1987

1. The Agency has accepted the invitation of The Brookings Institution to participate in its Public Policy Conferences for Corporate Executives on Understanding Federal Government Operations during 1986 - 1987. The six-day conferences for senior-level corporate executives are designed to provide an intensive overview of Washington policy making. This memorandum requests that you and your Deputy serve as host at one or two of the 13 luncheon/briefings and that you identify middle-to-senior level representatives of your individual offices to participate as table hosts and discussants at the briefings. Dates for the 1986 - 1987 series are attached.

2. The format will continue as in the past: Luncheon in the Executive Dining Room at 1200 hours followed by a briefing in the DCI Conference Room at 1300 hours, concluding at 1400 hours. As host, you will conduct a 10 to 15-minute overview of the Agency and the Intelligence Community followed by a question and answer period in which the Agency discussants, selected for their regional and/or functional expertise, will participate by answering questions from the assembled group. Cost of the luncheons is borne by The Brookings Institution.

3. Please forward a list of discussants with titles, regional or functional areas of expertise, office mailing addresses,

SUBJECT: Luncheon Briefings for The Brookings Institution
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Operations, 1986 - 1987

and telephone extensions to [redacted] Dean of
Conferences, Office of Training and Education, Room 1036
Chamber of Commerce Building. She can be reached on extension
[redacted] should you have further questions.

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[redacted]
William F. Donnelly V

Attachment

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The dates for the 1986 - 1987 Brookings Institution Briefings
and Luncheons are:

Friday

October 10 1986
October 24 1986
November 21 1986
December 12 1986
February 06 1987
March 13 1987
March 27 1987
April 10 1987
May 01 1987
May 22 1987
June 12 1987
June 26 1987
July 24 1987